



**City of Arlington
Housing Development Fund
2005-2006**

**Notice of Funding Availability
and Application**

*Revitalize Central Arlington
Promote innovative housing concepts
Create sustainable neighborhoods
Increase homeownership opportunities*

Table of Contents

TABLE OF CONTENTS2

FREQUENTLY ASKED QUESTIONS.....4

ELIGIBLE APPLICANTS8

HOW TO APPLY9

PROJECT RATING.....10

APPLICATION FORM11

ATTACHMENT CHECK LIST13

CITY OF ARLINGTON HOUSING DEPARTMENT APPLICATION FOR.....14

DEVELOPMENT PROFORMA14

APPENDIX: Central Arlington NRSA Map and Downtown Business District

Submit Applications to:

**City of Arlington Housing Development Fund
Neighborhood Service Department
City of Arlington
201 E. Abram, Mail Stop 63-0700
Arlington, TX 76010**



Dear Prospective Partners:

The City of Arlington is making HOME grant funds available through the Department of Neighborhood Services to encourage housing partners in developing and preserving homes in the Central Arlington target area.

The City of Arlington is announcing the availability of \$1.5 million of HOME Investment partnership funds.

The City of Arlington is calling for applications from prospective partners to help revitalize Central Arlington through innovative and quality housing products for diverse citizens in our community. The City will provide grants for gap financing and predevelopment costs to development partners for mixed-income and mixed-use products. The City may provide other city incentives and funding sources for particularly innovative and energy efficient designs that promote green space and walkability.

This Notice of Funding Availability (NOFA) and Application Handbook will provide information on the City of Arlington's program rules, criteria, and application process. Please read the instructions carefully before completing the application. For questions or more information, please call 817-459-6221.

I look forward to our partnership in making Central Arlington a great place to live!

Lee Hitchcock
Acting Director, Neighborhood Services
City of Arlington

City of Arlington Housing Development Fund Frequently Asked Questions

Who can apply?

For profit and/or non-profit housing development organizations that meet the eligibility criteria (page 8)

Where can my project be located?

The project must be located in the Central Arlington Neighborhood Revitalization Strategy Area (NRSA) or clearly supportive of the NRSA. A map of the Central Arlington NRSA is available in the appendix.

What type of project can use the fund?

The fund can be used for land development, owner-occupied, new mixed-use construction, or rehabilitation projects.

What is the maximum grant amount?

Funding depends on the project type and number of affordable units designated for low to moderate income persons. The City's objective is to provide gap funding on viable projects not to exceed \$500,000 of HOME funds per project. Additional Community Development Block Grant funds may be available under certain conditions. [See CDBG section, pg. 6] Ultimately, the actual amount of funding will be determined by the number of units to be assisted in the development. This amount cannot exceed per unit subsidy limits as established by the U.S. Department of Housing and Urban Development (HUD).

What are the grant terms?

All housing must meet housing quality standards and local codes, ordinances, and zoning as defined by the City of Arlington. There is a period of affordability which must be maintained based on the type of unit and amount of funding per unit.

Is there a requirement for my project to include housing units affordable to low and moderate income individual or families?

Perhaps, depending on the type of housing units (i.e., home ownership or rental) planned for the development. Moderate income persons making 80 percent area medium family income are eligible for HOME assistance.

Are there any requirements on minimum number of units that I should build?

No. However, there is a minimum requirement of \$1,000 of HOME funds per unit. The amount of HOME funds requested should be considered relevant to the size of the development proposed and the per unit requirement. Further, there will be requirements on the minimum number of units that are required to be affordable. This number will depend upon the amount of HOME funds invested in the project, the total investment in the project, the maximum subsidy limits, and the number of total units in the project.

Example: Total development cost is \$900,000, and \$450,000 in HOME funds is requested for 10 units. Since 50 percent of the cost is funded by a HOME grant, 50 percent or 5 units would have to be affordable. If the maximum subsidy limit per unit is \$80,000, then $\$450,000 / 5 \text{ units} = \$90,000$ subsidy per unit. In this case, the developer would be required to make 6 units affordable to keep the per unit subsidy below \$80,000 at that level of investment.

What do I need to submit to apply for funding?

Submit a complete application form and all required attachments (see the list of required attachments). Incomplete applications will not be considered until all the required documentation is received. All necessary information must be submitted within 90 days from the date the City of Arlington first receives the application.

Is there a deadline for submitting an application?

No. Applications will be accepted year round until the fund is exhausted. The applications are reviewed by City staff for completeness. The complete application will then be reviewed by the NRSA Steering Committee and recommendations will be forwarded for review by the City Council.

How long does it take to get project approval for funding?

The process can take from 30 to 90 days, depending on the complexity of a project.

Who can I contact if I have questions?

Bruce Payne, Assistant Director, Neighborhood Services, (817) 459-5973, or send an email to payneb@ci.arlington.tx.us

Additional CDBG Funding

Under certain circumstances, it may be possible to request additional CDBG funding to bridge the gap on a development project. Several activities which *support* new housing may be carried out using CDBG funds even though the actual housing construction costs are being supported by other resources. The following are examples of supportive activities:

- Acquisition of sites on which buildings will be constructed for use or resale as housing
- Clearance of toxic contaminants of property to be used for the new construction of housing
- Site improvements to *publicly owned* land to enable the property to be used for the new construction of housing, provided the improvements are undertaken while the property is **still in the public ownership**
- The cost of disposing of real property acquired with CDBG funds which will be used for new construction of housing

In addition, certain “soft costs” necessary for the new construction of housing **may be** eligible, contingent upon HUD consultation and approval. Such soft costs may include:

- Surveys,
- Site and utility plans, and
- Application processing fees.

Conversion: It should be noted that the cost of converting an existing non-residential structure to residential is not generally considered to constitute new construction under a CDBG program and is thus covered under the basic eligibility category of Rehabilitation. However, in some cases, the conversion may involve construction that goes beyond the envelope of the non-residential structure. Where this is the case, HUD consultation is required.

ACTIVITIES BENEFITING LOW TO MODERATE INCOME PERSONS

The Community Development Block Grant Program focuses primarily on activities that benefit low to moderate income persons.

Activities considered to benefit low to moderate income (LMI) persons are divided into three categories:

- a. Area benefit activities are those activities that meet the identified needs of L/M income persons residing in an area where at least 51 percent of the residents are L/M income persons. The benefits of this type of activity would become available to all persons in the area, regardless of income. The Central Arlington NRSA is a low to moderate income benefit area (see map in the appendix).

Examples:

- Park improvements
- Water and sewer lines, streets, sidewalks
- Community centers
- Neighborhood improvements

- b. Housing activities include the rehabilitation of permanent residential structures that will be occupied by LMI households upon completion. The housing can be either owner or renter occupied units in either single or multi-family structures.

Examples:

- Rehabilitation of permanent housing
- Conversion of non-residential structures into permanent housing

City of Arlington Housing Development Fund Eligible Applicants

Eligible Applicants

Eligible applicants include for-profit or non-profit organizations that meet all of the following criteria:

- Must demonstrate a track record in housing development for at least two years prior to the date of the application, particularly in residential development as evidenced by actual development or construction of single family, multifamily residential units, or mixed-use projects
- Have good financial standing as evidenced by acceptable financial statements and acceptable credit record
- Are not delinquent in payment of any federal, state, or local personal or property taxes
- Have no federal, state, or local audit findings that have not been resolved
- Have no outstanding liens or other judgments from the City
- Have no outstanding financial obligations with the City
- Have a designated person duly authorized by its Board of Directors as signatory on behalf of the organization
- Submit a Certificate of Good Standing issued by the State of Texas Comptroller Office of Public Accounts

Eligible Activities

Funds are available for **housing development**, which may include:

- Soft Costs (Predevelopment): activities to promote housing development projects, including but not limited to: appraisal, survey, feasibility/market study, legal fees, and architectural and engineering service
- Multifamily/Mixed-Use Construction: activities related to acquisition, site development, and construction or rehabilitation (including adaptive reuse) of multifamily or mixed-use developments. Mixed-use developments funded by HOME must include housing.
- Single Family Lot Development: land acquisition and site development for infill single family homes
- Land Development: land acquisition and site development for single family subdivisions
- Single Family Construction/Rehabilitation: activities related to construction or rehabilitation (including adaptive reuse) of single family homes

City of Arlington Housing Development Fund How to Apply

Step 1:

Fill out the application form and assemble the required attachments.

Step 2:

Submit five (5) copies of the completed application and all required attachments.

Attn: Bruce Payne, Assistant Director

City of Arlington Housing Development Fund

Neighborhood Services Department

City of Arlington

201 E. Abram, Mail Stop 63-0700

Arlington, TX 76010

Incomplete applications will not be considered until all required documentation has been received. Additional documents must be submitted within 90 days of receipt of the initial application.

How is a Project Approved for Funding?

Step 1:

The proposal is reviewed by City staff for completeness. City staff may visit the development site and may meet with applicants to request more information or modifications.

Step 2:

Reviewed applications will be submitted to the NRSA Steering Committee for recommendations to City Council.

Step 3:

Applications reviewed by staff and recommended by the committee will be reviewed for funding by the City Council.

Step 4:

The City of Arlington will execute a grant agreement.

City of Arlington Housing Development Fund Project Rating Criteria

Categories	Maximum Rating Points*				
	Single Family Full Financing	Single Family Gap Financing	Multifamily/ Mixed-Use Full Financing	Multifamily/ Mixed-Use Gap Financing	Category Totals in Shaded Box
Threshold Criteria – All threshold criteria need to be met to consider for funding	X	X	X	X	X
<i>Consistency with existing City initiatives-Council Priorities and Consolidated Plan</i>	X	X	X	X	X
<i>Meeting needs of affordable housing by providing designated HOME assisted units for low/mod incomes</i>	X	X	X	X	X
<i>Located in or supportive of the Central Arlington NRSA</i>	X	X	X	X	X
Rating Criteria	10	10	10	10	
<i>Support innovative concepts such as mixed use/ mixed-income energy efficient development</i>	5	5	5	5	
<i>Demonstrate market demand</i>	5	5	5	5	
Management Capability	30	30	30	30	
<i>Capacity of applicant to implement the proposed project</i>	10	10	10	10	
<i>Track record with similar developments (develop or manage)</i>	10	10	10	10	
<i>Adequate financial and accounting system in place</i>	10	10	10	10	
Project Feasibility	60	50	50	50	
<i>Financial Feasibility (Debt coverage ratio, Loan to value, etc)</i>	30	30	30	25	
<i>Demonstrated need for gap finance</i>		5		5	
<i>Design and/or compatibility with area development goals</i>	5	5	5	5	
<i>Community involvement (neighborhood association/ residents, etc.)</i>	15	5	5	5	
<i>Management and security plan</i>			5	5	
<i>Amenities, services, and green space available to residents</i>	10	5	5	5	
Extent of Leveraging	0	10	10	10	
<i>Leverage ratio</i>		5		4	
<i>City investment per eligible unit</i>		5		3	
<i>Linkages with other programs</i>			10	3	
Total Maximum Points*	100	100	100	100	

*Applications rated below 70 points out of 100 will not be recommended for funding

Arlington Housing Development Fund

Application Form

I. Applicant Information

1. Name of Organization:
2. Organizational Type: ☐ Non-Profit ☐ For-Profit
3. Type of Business:
4. Business Start Date:
5. Corporate Resolution to Borrow ☐ yes ☐ no ☐ n/a
6. Years of Housing Development Experience:
7. Contact Person:
8. Contact Address, City, State, Zip:
9. Telephone Number:
10. E-mail address:
11. Please list below examples of residential or mixed-use development projects which your organization has completed during the last two years (Project Name and Location).

<u>Project Name</u>	<u>Address</u>	<u>City, State</u>	<u>Project Start/Completion Dates</u>

Attach additional sheet as needed.

II. Description of the Proposed Project

1. Name of Project:
2. Type of Project: ☐ Single Family New Construction ☐ Single Family Rehabilitation
☐ Multifamily Rehabilitation
☐ Mixed -Use New Construction ☐ Mixed - Use Rehabilitation
☐ Single Family Lot Development ☐ Land Development (Single Family Subdivision)
3. Property Address:
4. Legal Description:
 (Attach map showing project location)

5. Size of the Site: Total Number of Residential Units:

6. Types of Units:

	Single Room Occupancy	One Bedroom	Two Bedroom	Three Bedroom	Four Bedroom
Number of Units					

7. Income Mix:

Number of Units	>80% AMFI	50%-80% AMFI	< 50% AMFI

8. Commercial Square Footage (Mixed – Use Project only): _____

9. Amenities: Please identify special amenities in the development.

- | | | |
|---|---|---|
| <input type="checkbox"/> Security System | <input type="checkbox"/> Open space/landscaping | <input type="checkbox"/> Appliances that are not required by building codes |
| <input type="checkbox"/> Recreational Swimming pool | <input type="checkbox"/> Meeting room, community center or club house | <input type="checkbox"/> Business center (on-site facilities such as computers, internet services, playground, gym, printers, fax machines, etc.) |
| <input type="checkbox"/> Other | <input type="checkbox"/> Energy Star | |

10. Services: Please identify services available near the proposed site and their distance to the site.

- | | | |
|---|---|----------------------------------|
| <input type="checkbox"/> Child Care | <input type="checkbox"/> Grocery/Drug Stores | |
| <input type="checkbox"/> Medical Services | <input type="checkbox"/> Public Transportation | <input type="checkbox"/> Schools |
| <input type="checkbox"/> Shopping Center | <input type="checkbox"/> Other, please specify: _____ | |

11. On-Site Supportive Services: Please identify supportive services provided on-site.

- | | | |
|---|--|---|
| <input type="checkbox"/> Child Care | <input type="checkbox"/> After School Programs | <input type="checkbox"/> Other Youth Programs |
| <input type="checkbox"/> Health Services | <input type="checkbox"/> Transportation Services | <input type="checkbox"/> Job Training |
| <input type="checkbox"/> Other, please specify: _____ | | |

12. Mixed-Use Development Services

- | | | |
|--|-------------------------------------|--|
| <input type="checkbox"/> Commercial/Retail | <input type="checkbox"/> Restaurant | <input type="checkbox"/> Professional Office Space |
| <input type="checkbox"/> Other: _____ | | |

III. Type and Amount of Assistance Requested

- | | |
|--|---|
| 1. Type of Assistance: <input type="checkbox"/> Construction Grant | <input type="checkbox"/> Soft Cost (Predevelopment) |
| 2. Total Project Cost: \$ _____ | |
| 3. Total Amount Requested: \$ _____ | |

IV. Disclosures and Declarations:

Are any of the Board members or employees of the sponsor or affiliate, which will be carrying out this project, or members of their immediate families, or their business associates

- Employees of or closely related to employees of the City of Arlington's Neighborhood Services Department or the City of Arlington? ☐ Yes ☐ No
- Members of or closely related to members of the Arlington City Council? ☐ Yes ☐ No
- Beneficiaries of the program for which funds are requested, either as clients or as paid providers of goods or services? ☐ Yes ☐ No
- The applicant, its affiliates, subsidiaries, and any related organizations are not delinquent in payment of any federal, state, or local personal or property taxes, have no federal, state, or local audit finding that are unresolved, and have no outstanding liens or judgments from the City of Arlington. ☐ Yes ☐ No

V. Certification

I hereby certify that the information contained in this application and its attachments fairly represents the above named applicant's plans and budget for the project requested for funding. I understand that any misrepresentation shall constitute grounds for rejection of an application or termination of funding at the discretion of the City of Arlington. I agree to provide any additional information for determining eligibility as requested by the City of Arlington. I acknowledge that I have read and understand the requirements and provisions in this handbook and that the above-named applicant will comply with all applicable rules and regulations relating to the procurement process. I certify that I am authorized to sign this application and to enter into and execute a contract with the City of Arlington.

Typed Name: _____ Title: _____

Signature: _____ Date: _____

Arlington Housing Development Fund

Attachment Check List

Check the following table for required attachments for your project type. Required attachments must be submitted with the completed application form. Shaded X=Required for Phase I (Application Submittal to Review Committee); Unshaded X=Required for Phase II (Contract/Agreement Development); *=Document may be required based on circumstance

	Soft Cost Predevelop- ment	Single Family Lot Dev- elopment	Land Develop- ment	Single Family Construction or Rehab	Multifamily/ Mixed-use Construction
Complete Application	X	X	X	X	X
Borrower Structure Diagram or Description Showing General Partner & Limited Partners with % Interest and Description of Control	X	X	X	X	X
Resumes and Bank References	X	X	X	X	X
Financial Statements, Credit Reports, Tax Returns	X	X	X	X	X
Organizational Documents	X	X	X	X	X
Certificate of Good Standing	X	X	X	X	X
Opinion Letter Regarding Formation and Enforceability	*	X	X	X	X
Construction Sources and Uses	*	X	X	X	X
Development Budget		X	X	X	X
Income, Expense & Cash Flow Proformas	*	X	X	X	X
Other Sources : Grants, TIF, etc.			X	X	X
Appraisal (no more than 12 mos.)		X	X	X	X
Market Study			X	X	X
Title Policy or Option to Buy		X	X	X	X
ALTA Survey		X	X	X	X
Soil & Geotechnical Report Phase I and/or II Environmental			X	*	X
Evidence of Zoning Compliance			X	X	X
Real Estate Tax Information		*	X	X	X
Land Sales Agreement		X	X	X	X
Home Sales Agreement			X	X	
Utility Letters: Water, Gas, Sewer, Phone, Cable		*	X	X	X
Site Plan		*	X	X	X
Plans & Specifications			X	X	X
Insurance: Builders' Risk, General Liability, Workers Compensation			X	X	X
Permits, Contractor Registration		*	X	X	X
Construction Contract		*	X	X	X
Contractors' Resume, Financials, License, and Tax Returns		*	X	X	X
Payment & Bond Performance		*	X	*	X
Development Agreement			*		X
Management Agreement					X
Architects Contract			X		X
Architect's Resume and License			X		X
Civil Engineer's Contract		*	X	*	X
Soil Engineers Contract					X
Permanent Loan Commitment					X
Board minutes or resolution authorizing the submission of the application and the person to sign the contract for the Board (Non-Profit only)	X	X	X	*	X
Organization's latest strategic, development or business plan (Non-profit only)	X	X	X	*	X

**CITY OF ARLINGTON HOUSING DEPARTMENT APPLICATION FOR
DEVELOPMENT PROFORMA**

A. Applicant Information

Organization Name: _____ Contact: _____
Address: _____ Phone: _____
_____ Fax: _____
City, State & Zip: _____ E-mail: _____

Is the applicant delinquent on federal, city, and/or state debt such as CDBG or HOME funds? ☐ Yes ☐ No
Has the applicant received unresolved federal, state, or city findings on programs administered? ☐ Yes ☐ No

B. Grant Request

Grant Request: \$ _____

Match (25% of grant) _____

Start Date Requested: _____

C. Type of Project (check all that apply)

- ☐ Single Family Home Ownership
☐ Mixed-Use (Ownership or Rental)
☐ Single-Family Rehab
☐ Other

D. Project Name

Project Name: _____

E. Site Information

Total # of Sites or Lots: _____

Site Address/Location: _____

Acres: _____ or Sq. Ft: _____

☐ Expiration Date of Lease or Contract: _____

Current Zoning:

- ☐ Residential ☐ Industrial
☐ Single Family ☐ Multi-Family
☐ Commercial ☐ Other: _____

Current Status of Site Control:

- ☐ Deed ☐ Purchase Contract
☐ Lease ☐ Option Contract ☐ None

Is the property located in the flood zone?

☐ Yes ☐ No

Does the property have the proper zoning
for the proposed development?

☐ Yes ☐ No

E. Preliminary Market Information

Provide the following preliminary information, plus an area map and attach them to this application. Define the market area in which the property is located.

1. Describe the need for additional housing (provide demographics)

CITY OF ARLINGTON NEIGHBORHOOD SERVICES DEPARTMENT

F. Rental Unit Information

	# of Units	Unit Sq. Ft.	# of Bdrms	# of Baths	Monthly Net Rent
Total:				Total Income:	\$

For Single Room Occupancy (SRO) rental units, type a zero "0" for the number of bedrooms
E = Elderly **H** = Homeless **PD** = Persons with Disabilities or Person with AIDS

Are any of the units currently occupied? ☐ Yes ☐ No

Does the project involve relocation of existing tenants? ☐ Yes ☐ No

G. Home Ownership Unit Information

	# of Units	Unit Sq. Ft.	# of Bdrms	# of Baths	Expected Sales Price	Monthly PITI
Total:						

PITI = Principle, Interest, Taxes, & Insurance

Monthly Payment should not exceed 30% of Area Median Income.

H. Predevelopment Budget

		Actual Costs Incurred to Date				
	Total Budget	Cash	In-Kind	Budget Remaining	PLF	Other Sources of Funds
Accounting Fees						
Architect Fees						
Commitment & Financing Fees						
Engineering Fees						
Legal Fees						
Other Consulting Fees						
Other Holding Cost*						
Inspections						
Permits						
Appraisal						
Survey Costs						
Market Study						
Option Contracts						
Acquisition						
Insurance, Construction/Builders Risk						
Insurance, Hazard/Liability						
Title Insurance						
Title & Recording						
Pre-Sales Marketing Costs						
Real Estate Taxes*						
Site Security*						
Utilities*						
Other: _____						
Totals	\$	\$	\$	\$	\$	\$

Total Budget - Cash - In-kind = Budget Remaining = PLF + Other

*Costs expected through the beginning of construction

Actual Costs must be supported by paid invoices.

I. Predevelopment SourcesTotal Predevelopment Costs (*from above*)

Actual Costs Incurred to Date (upfront match) \$ _____
 Remaining Costs to be Funded by Applicant \$ _____
 Minimum Match Required _____

J. Projected Implementation Plan

	Target Date	Resources (who will do it)
Site Acquisition/Control		
Plans and Specifications		
Appraisal Completed		
Architect & Engineering Plans & Specs		
Construction		
Construction Management		
Interim Financing		
Marketing		
Homebuyer Counseling		
Permanent Financing Committed		

K. Operating Proforma

	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Gross Rental Income					
Other Income					
Vacancy Rate					
Reserve for Bad Debt					
Effective Gross Income					
Property Management					
Maintenance					
Advertising					
Accounting fees					
Audit expenses					
Office supplies					
Repairs					
Landscape					
Telephone					
Insurance					
Property taxes					
Utilities (electric/water/gas)					
Replacement reserves					
Marketing					
Security					
Total Operating Expenses					
Net Operating Income					
Operating Reserves					
1 st Mortgage					
2 nd Mortgage					
Developer fee					
Total Debt Service					
Debt Service Ratio					
Remaining Cash Flow					

L. Development Budget

Pre-Development	
Market Study	
Site Control	
Feasibility assessment	
Other _____	
Total Predevelopment Cost	
Development	
Land & Building Acquisition	
Site Preparation	
Other _____	
Total Acquisition Cost	
Materials	
Labor	
Contingency	
Project Reserves	
Total Construction/Rehab Cost	
Appraisal	
Architect & Engineer Fees	
Construction Management Fee	
City Permits	
Insurance	
Construction Loan Interest	
Developer Fee	
Credit Report	
Permanent Financing Fees	
Legal Fees	
Real Estate Fees	
Utility hook-up Fees	
Loan Origination Fees	
Title & Recording Fees	
Property Survey	
Property Taxes	
Seller Paid Closing Costs	
Relocation	
Tap Fees	
Environmental Review	
Other Soft Costs	
Marketing	
Management	
Other _____	
Total Soft Cost	
TOTAL BUDGET	

M. Other Sources of Funds for Project (If Applicable)

	Home Ownership	Rental			
			Interest Rate	Yrs. Amortized	Annual Debt Service Paid
Sales Proceeds					
Bank Permanent Debt					
Other Permanent Debt					
Bond Financing					
Applicant Equity					
Tax Credit Equity					
Deferred Developer Fee					

Seller Financing					
Fed. Home Loan Bank					
Housing Trust, State/Local					
HOME Funds, State/Local					
CDBG Funds, State/Local					
Other Federal					
Other State					
Other Local					
Other: _____					
TOTAL SOURCES					

Site Address/Location # _____

Acres: _____ or Sq. Ft: _____

Is the property located in the flood zone? ☐ Yes ☐ No

Does the property have the proper zoning for the proposed development? ☐ Yes ☐ No

Current Status of Site Control

☐ Deed ☐ Purchase Contract
☐ Lease ☐ Option ☐ None

Expiration Date of Lease Contract: _____

Current Zoning

☐ Residential ☐ Industrial
☐ Single-Family ☐ Institutional
☐ Multi-Family ☐ Agricultural
☐ Commercial ☐ Other: _____

Total Number of Buildings: _____

Total Number of Rental Units: _____

Total Number of Units for Sale: _____

Total Number of Units: _____

Site Address/Location # _____

Acres: _____ or Sq. Ft: _____

Is the property located in the flood zone? ☐ Yes ☐ No

Does the property have the proper zoning for the proposed development? ☐ Yes ☐ No

Current Status of Site Control

☐ Deed ☐ Purchase Contract
☐ Lease ☐ Option ☐ None

Expiration Date of Lease Contract: _____

Current Zoning

☐ Residential ☐ Industrial
☐ Single-Family ☐ Institutional
☐ Multi-Family ☐ Agricultural
☐ Commercial ☐ Other: _____

Total Number of Buildings: _____

Total Number of Rental Units: _____

Total Number of Units for Sale: _____

Total Number of Units: _____

Site Address/Location # _____

Acres: _____ or Sq. Ft: _____

Is the property located in the flood zone? ☐ Yes ☐ No

Does the property have the proper zoning for the proposed development? ☐ Yes ☐ No

Current Status of Site Control

☐ Deed ☐ Purchase Contract
☐ Lease ☐ Option ☐ None

Expiration Date of Lease Contract: _____

ADDITIONAL CDBG FUNDING

In support of the proposed Housing Development Project, additional CDBG funds are being requested to provide the following:

- ☐ Clearance of toxic contaminants of property to be used for the new construction of housing
- ☐ Site improvements to *publicly owned* land to enable the property to be used for the new construction of housing, provided the improvements are undertaken while the property is still in public ownership
- ☐ The cost of disposing of real property, acquired with CDBG funds, which will be used for new construction of housing
- ☐ New construction "soft costs":
 - ☐ Surveys
 - ☐ Site and utility plans
 - ☐ Other _____

Amount of funds requested: \$ _____

Appendix

Central Arlington NRSA Map

Downtown Arlington Business District Map

Central Arlington Neighborhood Revitalization Strategy Area



